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March 27, 2017

Elizabeth Hughes
Town Planner
Town of Concord
141 Keyes Road
Concord, MA 01742

RE: Nitsch Project #11598
ZBA Application
Umbrella Community Arts Center
Concord, MA

Dear Ms. Hughes:

Nitsch Engineering, on behalf of OMR Architecture and the Umbrella Arts, is pleased to submit a Zoning Board Application with Site Plan Review for the addition / renovation project of the existing building, with site utility improvements which includes the municipal parking lot expansion adjacent to the the Umbrella Community Arts Center located at 40 Stow Street, Concord, Massachusetts.

The project parcel is owned by the Town of Concord. The existing building is leased to the non-profit Umbrella Arts for art, dance, painting, and pottery instruction.

The project is requesting relief from the following sections of the Zoning By-Law:

1. Section 6.2.11 Height in Residence C District; and
2. Section 7.7 Off Street Parking, Loading and Design Standards.

In addition, the Applicant is requesting a Special Permit under the following:

3. Special Permit under Section 11.6 Special Permit based on the criteria under Section 6.1 set forth in the section for the proposed new work which include razing the rear of the Umbrella Arts building (the auditorium), constructing a new addition (auditorium and black box theater), renovating the interior and creating a new expanded parking lot for the Umbrella site and provide a new parking layout for the municipal parking lot which supports the library; and
4. Request review under Section 11.8 Site Plan Review concerning the new work under sub-Section 11.8.7.1 for Education.

Assembly Spaces – Non-concurrent Use

During the times when education programs are hosted in the addition, primarily weekdays, the Umbrella Arts generally accommodates parking within the project site (within the lease line). The Umbrella has plays and concerts at night during various times during the calendar year where parking is available around the existing building, the municipal parking lot for the library and available on-street parking along Stow Street. During the times when plays, concerts, events and gatherings occur in the auditorium, primarily evenings or weekends, the learning spaces will be vacant. No concurrent use of the building is anticipated.

Nitsch Engineering has provided the following information for review and comment prior to the first Planning Board hearing:

1. Zoning Board of Appeals Application and supportin documentation;
2. A Plan Set entitled, "The Umbrella Community Arts Center, 40 Stow Street, Concord, Massachusetts," dated March 27, 2017; and
3. A report entitled "Stormwater Report, The Umbrella Community Arts Center," dated March 27, 2017.

The Design Team looks forward to meeting the Planning Board in April to discuss the project.

Please do not hesitate to call with any questions.

Very truly yours,

Nitsch Engineering, Inc.



Steven Ventresca
Project Manager

SV/

Enclosures:

cc:

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